

Agenda of the St. Cloud Math and Science Academy Board of Directors

136 Division St. Waite Park, MN 56387

June 6, 2016

Mission

To serve the needs of all students as they prepare to become life-long learners and contributing members of society through integration of Science, Technology, Math and Engineering into the traditional content areas of Reading, Language Skills, Social Studies, the Arts and Physical Education. Kindness and respect for others is the foundation upon which students will develop into critical and ethical thinkers who will be prepared to meet the challenges of future job market and intrapersonal skills requirements.

Vision

Is to see all students succeed in school to develop self-confidence, learn to appreciate and get along with others, become proficient in all content areas, explore and use unique abilities, graduate from high school and pursue further training including but not limited to, the fields of Science, Technology, Engineering and Math in order to become productive citizens.

1. **Call the meeting to Order**
2. **Reading of Mission Reading of Vision**
3. **Roll Call/Quorum**
 - Debbie Adair
 - Lisa Trnka
 - Sue Jackson
 - Chris DesMarais
 - Ahmed Ali
 - Shannon Dyrud
 - Megan Roberg
- Public Input**
4. **Approval the agenda**
5. **Approval of the consent agenda**
6. **Conflict of Interest –Charter School Board Members**

CONSENT AGENDA:

- **Approval of May 9 , 2016 Minutes**
7. **Authorizer's report/comments (Wendy Swanson)**
 8. **Director's Report (Tammy Bengtson)**
 - Update on Enrollment
 - Fast Test Results

NEO formal site visit results May 17, 2016

9. Teachers Report –

10. Facilities Report (Lisa Trnka) –

11. Executive Committee (Debbie Adair)

Director evaluation – handed out at meeting

12. Marketing Report: (Sue Jackson)

Discussion and/or Action Items:

Treasure's report/ Finance Committee – Susan Jackson

FY2016 Final Budget Approval

FY2017 Original Budget Approval

Lease Aid Application

Annual Designation of Bank

Approval of EFT State Statute Policy and Procedures

Part IX. Claims and Disbursements – Electronic Funds Transfer, (§§ 124E.16, subd. 1 & 471.38, subds. 3 and 3a)

A. Charter schools may make electronic funds transfers under certain conditions.

1. A charter school may make electronic funds transfers for:

- a. a claim for payment from an imprest payroll bank account or investment of excess money;
- b. payment of tax or aid anticipation certificates;
- c. payment of contributions to a pension or retirement fund;
- d. vendor payments; and
- e. payment of bond principal, bond interest, and a fiscal agent

from the debt redemption fund. service charge

B. Did the charter school use electronic funds transfers only for the above enumerated transactions?

C. Did the charter school enact a plan containing the following policy controls requiring:

1. annual delegation of authority to make electronic funds transfers to a designated business administrator?
2. the disbursing bank to keep a certified copy of delegation of authority?
3. identification of the initiator of each electronic transfer?
4. the initiator to document the request and obtain approval for each transfer from the designated business administrator, prior to the transaction?
5. written confirmation of each transaction within one business day?
6. a list of transactions to be submitted to the charter school's board at the next regular meeting after the transaction?

Teacher Contracts

Director Contract/Job Description Amendment

UPCOMING COMMITTEE MEETINGS:

Future Board Meetings:

August 8, 2016

September 12, 2016

October 10, 2016

November 14, 2016

UPCOMING COMMITTEE MEETINGS:

Executive Committee Meeting

August 1st 2:00 PM

Meeting adjournment

Minutes of the St. Cloud Math and Science Academy Board of Directors

136 Division St. Waite Park, MN 56387

May 9, 2016

Mission

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Is to see all students succeed in school to develop self-confidence, learn to appreciate and get along with others, become proficient in all content areas, explore and use unique abilities, graduate from high school and pursue further training including but not limited to, the fields of Science, Technology, Engineering and Math in order to become productive citizens.

1. Call the meeting to Order 5:08

Reading of Mission/Reading of Vision: Ali Abdullahi, Interpreter read the reading of Mission and Vision of the school.

2. Roll Call/Quorum

Debbie Adair

Lisa Trnka

Sue Jackson

Chris DesMarais

Ahmed Ali

Megan Roberg

Shannon Dyrud

There was a Quorum

Non-Members

Kara Schneeberger

Tammy Bengtson

Amanda Welcome

Ali Abdullahi, Interpreter

6 members of the community

Annual Meeting:

Salah Jama-candidate for the board. Running unopposed. Salah Jama presented speech. Public and members present voted.

Tammy Bengtson gave the title one report to the public with help of Ali Abdullahi the interpreter.

14/14 votes for Salah Jama.

Public Input- Ali Ahmed expressed interest to be on the board before the meeting. He was given an application and asked to next month's meeting.

3. **Approval the agenda-** Chris DesMarais moved to approve the agenda and Megan Roberg second. Motion carries.
4. **Approval of the consent agenda-** Megan Roberg moved to approve the consent agenda and Sue Jackson second. Motion carries.
5. **Conflict of Interest –Charter School Board Members** None

CONSENT AGENDA:

- **Approval of April 11, 2016 Minutes**
7. **Authorizer's report/comments-** Not present
 8. **Director's Report (Tammy Bengtson)**
 - Update on Enrollment: As of 5/6/2016, there are 160 students.
 - Title 1 Report - Spring Test results – see Public Meeting
 - NEO formal site visit May 17, 2016 12:00-3:00 PM

9. Teachers Report – Amanda Welcome

Finished our MCA by the end of this week. No field trip for 4th grade based on behavior.

10. Facilities Report (Lisa Trnka) – The facilities committee met with our realtor, Casey O'Malley, on May 2nd. He gave us the news that Stride is no longer available and provided information on several options of buildings to rent and one property that could be purchased and added on. Tammy said she cannot administer construction. We would need to hire someone for that job. At the time of the meeting, the sublease persons of interest keep putting him off. They are coming to look at the building end of May.

11. Executive Committee (Debbie Adair)

Annual Meeting- see above

12. Marketing Report: (Sue Jackson)- Because of schedule conflicts, committee hasn't met but are meeting this coming month.

Discussion and/or Action Items:

Calendar proposal for next year - We will use the St. Cloud Public 742 calendar, of 178 days plus one day for three stem nights and picnic night for returning staff. New teachers will be 181.5 days. Chris DesMarais moved to approve the calendar. Sue Jackson second. Motion carries.

Ahmed discussed the importance of teaching the Somali culture and having Somali role models come and talk to the students. We also want to have more diversity and look into more cultural. Tabled discussion.

Treasure's report/ Finance Committee – Susan Jackson – We are financially in a good position. Next year's budget will be brought to the next board meeting for approval. Chris DesMarais moved to approve the financial report. Megan Roberg second. Motion carries.

Staffing, instructional leadership & Salary for next year – Discussion pursued. Instructional leaders are the most experienced. Three percent raise for all certified staff and a half percent raise for those that have been here two years or more.

Chris DesMarais moved to approve salaries for 2016-2017 school year. Shannon Dyrud second. Motion carries. Lisa Trnka and Sue Jackson abstained because they are teachers and were not comfortable voting at this time.

Kara recommended hiring a company, Fox Advantage, to write grants. There are a lot of grants that expire in the summer and the board would like to hire as soon as possible.

Ahmed Ali moved to approve the hire of Fox Advantage to write grants. Megan Roberg second. Motion carries.

Discuss summer board meeting- Deb Adair asked if we move the board meeting to the first Monday of June instead of the second Monday of June and no board meeting in July. Megan Roberg moved to approve the financial report. Chris DesMarais second. Motion carries.

UPCOMING COMMITTEE MEETINGS:

Future Board Meetings:

June 6, 2016

UPCOMING COMMITTEE MEETINGS:

Executive Committee Meeting

May 31, 4:00 pm

Meeting adjournment: 8:07

Megan Roberg moved to adjourn the meeting and Ahmed Ali second. Motion carries.

4 (16)	17
5 (15)	15
TOTAL	160

Kindergarten 2016/2017 23

	GRADE	ENROLLED
5/13/2016	K(17)	31
	1 (19)	31
	2 (18)	34
	3 (22)	17
	4(16)	15
	4 (16)	17
	5 (15)	15
	TOTAL	160

Kindergarten 2016/2017 25

	GRADE	ENROLLED
5/20/2016	K(17)	32
	1 (19)	33
	2 (18)	34
	3 (22)	17
	4(16)	15
	4 (16)	17
	5 (15)	15
	TOTAL	163

Kindergarten 2016/2017 25

	GRADE	ENROLLED
5/27/2016	K(17)	31
	1 (19)	33
	2 (18)	34
	3 (22)	17
	4(16)	15
	4 (16)	17
	5 (15)	15
	TOTAL	162

Kindergarten 2016/2017 25

	GRADE	ENROLLED
6/3/2016	K(17)	31
	1 (19)	33
	2 (18)	34
	3 (22)	17

4(16)	15
4 (16)	17
5 (15)	15
TOTAL	162

Kindergarten 2016/2017 26

	GRADE	ENROLLED	Waiting
4/22/2016	K(17)	30	1 Sibling is a 5th grader on the waitlist
	1 (19)	31	
	2 (18)	33	
	3 (22)	17	
	4(16)	15	
	4 (16)	16	
	5 (15)	14	2
	TOTAL	156	

Kindergarten 2016/2017 20

	GRADE	ENROLLED	Waiting
4/29/2016	K(17)	30	1 Sibling is a 5th grader on the waitlist
	1 (19)	30	
	2 (18)	33	
	3 (22)	17	
	4(16)	15	
	4 (16)	16	
	5 (15)	14	2
	TOTAL	155	

Kindergarten 2016/2017 21

	GRADE	ENROLLED	Waiting
5/6/2016	K(17)	30	1 Sibling is a 5th graders on the waitlist
	1 (19)	30	
	2 (18)	33	
	3 (22)	17	
	4(16)	15	
	4 (16)	16	
	5 (15)	14	2
	TOTAL	155	

Kindergarten 2016/2017 23

	GRADE	ENROLLED
5/6/2016	K(17)	31
	1 (19)	31
	2 (18)	34
	3 (22)	17
	4(16)	15

DATE OF UPDATE	GRADE	ENROLLED	Waiting
3/22/2016	K(17)	31	1 Sibling is a 5th grader on the waitlist
	1 (19)	33	
	2 (18)	33	
	3 (22)	18	
	4(16)	15	
	4 (16)	16	
	5 (15)	15	2
	TOTAL	161	

Kindergarten 2016/2017 16

DATE OF UPDATE	GRADE	ENROLLED	Waiting
3/29/2016	K(17)	31	1 Sibling is a 5th grader on the waitlist
	1 (19)	33	
	2 (18)	33	
	3 (22)	18	
	4(16)	15	
	4 (16)	16	
	5 (15)	15	2
	TOTAL	161	

Kindergarten 2016/2017 16

DATE OF UPDATE	GRADE	ENROLLED	Waiting
4/8/2016	K(17)	33	1 Sibling is a 5th grader on the waitlist
	1 (19)	33	
	2 (18)	33	
	3 (22)	18	
	4(16)	15	
	4 (16)	16	
	5 (15)	15	2
	TOTAL	163	

Kindergarten 2016/2017 16

DATE OF UPDATE	GRADE	ENROLLED	Waiting
4/15/2016	K(17)	33	1 Sibling is a 5th grader on the waitlist
	1 (19)	33	
	2 (18)	33	
	3 (22)	18	
	4(16)	15	
	4 (16)	16	
	5 (15)	15	2
	TOTAL	163	

Kindergarten 2016/2017 17

St. Cloud Math and Science School Executive Director Job Description

Overview

The Executive Director is responsible for setting a powerful vision for student achievement and motivating others to follow that vision, and strategically implementing the school's mission through effective leadership and management of the school's students and staff. The Executive Director's leadership will result in an instructional program and school environment that prepares every student for success in school and in life. The Executive Director reports to the Board of Education of the school.

General Responsibilities

The Executive Director leads, manages and oversees all functions of the individual school site, including the following general duties:

Fully subscribe to and carry out the vision and mission of the school.

Provide instructional leadership for the school site, including: maintaining school-wide focus on high standards of student achievement; ensuring teaching of Minnesota Academic Standards; managing process for analyzing data to increase student achievement; and supporting all teachers in their professional development.

Manage all human resources at the school site, including: attracting and selecting high performing staff; providing professional development opportunities; developing a collaborative team culture; managing performance; and, adhering to state/federal employment laws.

Manage all resources at school site, including: work with the Board of Education in setting and maintaining a budget that ensures fiscal solvency; planning for future needs; and ensuring compliance with restrictions and reporting requirements.

Develop an effective school community, including: working with parents to better serve students; garnering support from community groups and leaders; and developing positive relationships with the school's sponsor and neighborhood schools.

Manage daily operations – facilities, safety, compliance, and administrative processes – including: addressing issues and problems that arise in a principle-centered, creative, thoughtful and constructive way; following-up with constituents as needed; working closely with the school's staff and other team members on best practices, and seeking outside support as appropriate.

Lead the implementation of long term strategic planning and medium term process improvement as needed.

Specific Responsibilities

The Executive Director leads the school community in establishing and maintaining excellence in education. Overall the specific responsibilities include:

School Team and Families:

Maintaining active, positive relationships with student families and the community.

Making school a fun place to be for all team and family.

Developing and administering student expectation and consequences policy (Discipline Policy) that is fair, becomes a culture in the school and is effectively communicated to students, staff and families.

This includes establishing guidelines and directives to carry out this policy, holding all school personnel, students and parents responsible for conforming to this policy, supporting all school personnel performing their duties within the framework of this policy and establishing guidelines and directives for using the services of appropriate agencies for assisting students and parents. This also includes formulating building rules and regulations, consulting with parents of students conducting themselves in a manner contrary to this policy, involving other professional employees in the disposition of behavior referrals and making use of those agencies appropriate for assisting students and parents. The Executive Director, in exercising his or her lawful authority may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.

Collaborating with parents, the school's board of directors, the faculty, and community organizations and businesses to ensure that students have services, support, and programs that help them maximize their success.

Holding high expectations for all team and family.

Effectively communicating with and leading the school team.

Effectively communicating the school's culture, values and norms to all stakeholders.

Supporting the Board of Education in strategic planning, audit and budget related responsibilities, Board of Education management and other areas as requested.

Responsible for school related media relations in collaboration with the Board of Education.

Instruction and Culture:

Maintaining high standards of achievement and conduct for staff and students.

Making Adequate Yearly Progress as measured by the MDE Report Card for CSE.

Establishing a personal and school wide vision for achievement and success and maintaining focus on that vision.

Creates a Responsive Classroom school environment and culture.
Communicating and executing vision of school to all stakeholders.
Developing and communicating weekly and daily schedules to all staff and families.
Creating a school culture that is safe, engaging, fun, and conducive to learning and that celebrates student achievement.
Implementing all school policies and procedures and where necessary lead the review and revisions of policies.
Creating standards, long-term goals, and curricula in collaboration with the Board of Education and classroom teachers.
Lead the Q-Comp Initiative including observing and providing meaningful feedback to classroom teachers.
Providing high quality professional development to all staff.
Evaluating all staff and recommend promoting or terminating staff members as necessary.
Providing for the safety of all students and staff, including creating and implementing plans for emergency preparedness.
Creating and managing all school schedules including daily schedule, after school schedule, summer school schedule and field trip schedules.

Compliance:

Monitoring and reporting all required data to the Minnesota Department of Education.
Responsible for completing NCLB reporting requirements including annual application, Parent Involvement Plan, Title I meetings, and AYP activities.
Compliance with Authorizer's accountability plan.
Planning for and implementing tornado and fire drills as necessary.
Ensuring that Special Education services are being delivered in full compliance with local, state and federal regulations.

Financial Management in Collaboration with Board of Education:

Creating and managing the school's budget in compliance with all local, state, and federal regulations.
Manage school budget effectively in order to complete each year within budget.
Provide annual draft budget proposal for upcoming fiscal year to the Board of Education for review as requested.
Providing data and recommendations to the Board of Education for budget planning.
Oversight of all reporting areas that drive state and federal revenue including Special Education, food service and daily attendance.
Managing all school related procurement and contracting.
Developing and maintaining appropriate systems of internal controls at the school level.
Overseeing purchase order system for all school expenses.

School Staff:

Responsible to develop team culture which will attract and retain high performers, both licensed and non-licensed.

Responsible for implementing a performance management system aligned with Q-Comp and the school's mission and culture.

Responsible for communicating relevant HR issues to The Board Chairperson once identified.

Oversight of teacher recruiting plan and implementation.

Representing the school at community activities.

Providing support team with accurate and well defined information.

Data Driven Decision Making Culture in Collaboration with Curriculum and Accountability Expert:

Ensuring school wide assessment is aligned with Minnesota Academic Standards and the school's accountability plan and executed in a manner that best serves students.

Oversight of internal assessment tools, techniques and assessment schedules.

Ensure that data is being used regularly and effectively to drive all decisions relating to instruction.

Ensure that data is being used regularly and effectively to drive all decisions relating to staffing.

Documenting vendor complaints and effectively communicating significant complaint to the Board of Education.

Serving as primary liaison between school team and the Board of Education.

Ensuring that all stakeholders have current information and clear expectations on how to best support the school.

This document will serve as a guide for developing an Executive Director evaluation instrument; however, the primary factor in the evaluation will be the closing of the achievement gap with our students.

Compliance Monitoring Report

Compliance Monitoring Report: This report is used to document if the school attains a satisfactory or exemplary level by meeting statutory, contractual and MIDE compliance requirements. To reach the exemplary rating, a school must have no documented infractions during the fiscal year. Beyond that, to reach the exemplary rating, a school must also maintain a star rating in Epicenter.

The compliance requirements are documented on pages 2-3 of this form.

School: St. Cloud Math and Science Academy

Reporting Period: 2015

Date of Report: May 17, 2016

Documented Infractions

Compliance Item #	What will be submitted as evidence that the infraction is corrected?	Deadline for submission of evidence	Date that the evidence was submitted
2	Megan Roberg needs to start board training and complete within one year of the date of her joining the board	30 days training will start and evidence will be submitted to NEO	
3	Lisa Wallin background check is missing	30 days scan and submit evidence of background check being completed submitted to NEO	

Who	#	Requirement	Source Information	Verification Procedure	Code*	
Annual Site Visit	Board Chair Interview	1	Board Member Background Checks	MN Statute 123B.03 Contract Section 6.1(a)	The school will provide evidence at the annual site visit that the board member background checks are complete for all current board members.	M
		2	Board Training (new and ongoing)	MN Statute 124E.07 Subd. 7.	The school will provide evidence at the annual site visit that all current board members meet the training requirements by reviewing the board training certificates (employment, law, finance) and that the board engages in ongoing training as required by MN Statute.	
		3	Staff and Volunteer Background Check	MN Statute 123B.03	The school will provide evidence at the annual site visit that the background checks are completed for all current staff and volunteers.	M
	School Leader Interview	4	Teacher Licensure	MN Statute 124E.12 Subd. 1.	The school will provide evidence at the annual site visit that teachers meet licensure requirements by reviewing the licensure folder for all current teachers that the school maintains on site.	M
		5	Teacher Evaluation, Peer Review Process	MN Statute 124E.03 Subd. 2(h)	The school will provide evidence at the annual site visit that the school implements a teacher evaluation and peer review process.	M
		6	Standards Alignment	MN Statute 120B.021 Subd. 1.	The school will provide evidence at the annual site visit that the school ensures that all students receive instruction on their grade-level MN Academic Standards and Benchmarks.	M
		7	Civil Rights	Federal Civil Rights Law	NEO will verify that the nondiscrimination poster is posted in a prominent place in schools that administer a USDA Child Nutrition program, and that the academic program is equally accessible to all students (ramps, elevator).	M
		8	Nonsectarian School Facilities and Program	MN Statute 124E.06 Subd. 3(b)	NEO will verify that there are no exclusive religious texts, symbols, quotations, or objects displayed, the school does not promote religion, and that instructional time is not used for religious accommodations.	M
		9	Certificate of Occupancy	MN Administrative Rules 1300.0220, MN Statute 299F.47	NEO will verify at the annual site visit that the Certificate of Occupancy is posted and current or school has exception, and that Fire Marshall inspection is current.	M
		10	Safety and Security	Homeland Security and Emergency Management MN School Safety Center	NEO will verify at the annual site visit that there is a policy, system, and practice for ensuring secure entry/exit.	M
NEO Advisor Facility Walk Through						

	Who	#	Requirement	Source Information	Verification Procedure	Code*
Board Meeting Observation	NEO Advisors	11	Open Meeting Law	MN Statutes 124E.07 Subd. 8(a) and 13D, Contract Section 6.1(e)	NEO will verify that the board follows MN Open Meeting Law by reviewing the NEO Board Observation Rubric section on compliance with Open Meeting Law.	M
		12	Bylaws	Contract Section 6.1 Contract Section 4.1(c)	NEO will verify that the board governs according to the board's bylaws and that the school's bylaws comply with current statute by reviewing the NEO Board Observation rubric section on compliance with Open Meeting Law.	M
		13	Current Board Roster	MN Statute 124E.07 Subd. 8(b), Contract Section 6.1(a)	NEO will verify that the board roster on file w/NEO and at the school's website is current.	M
Website Review	NEO Advisors	14	Website Requirements	MN Statutes 124E.07 Subd. 8(b), 124E.08(h), 124E.11(b)-(d), 124E.13, 124E.16 Subd. 3(b)(3)	NEO will verify through website review that all website requirements are met.	M
		15	Policies & Assurances 1) Annual Assurance and 2) Compliance with laws prohibiting discrimination	MDE, Federal Civil Rights Law	NEO will verify that the school has required policies including the Annual Charter School Assurances. NEO will also verify that the school submitted the Assurance of Compliance with State and Federal Law prohibiting discrimination to MDE on time.	M
Epicenter Document Review	NEO Advisors	16	Updated Certificate of Insurance	MN Statute 124E.09(c), Chapter 466	NEO will verify that the school has a current insurance policy that meets statutory requirements.	M
		17	School Calendar Required Instructional Hours	MN Statutes 124E.03 Subd.6, 120A.41	NEO will verify that the school calendar has at least the required number of instructional hours.	M
		18	Annual Budget	Contract Section 6.1(b)	NEO will verify that the school submitted the board approved annual budget by July 1 and any revised budget(s) if revisions in board meeting financials.	M
		19	Annual/WBWF Reports	MN Statutes 124E.03, 124E.16, Federal Civil Rights Law	NEO will verify that the Annual/WBWF reports and Audit meet requirements, and that the school has an EL Plan of Service and K-3 Literacy Plan if applicable.	M
		20	Board Meeting Packet	Contract Section 6.8(a)	NEO will verify that the board meeting packet submissions (including financials) meet contract requirements.	M

*Codes: M = Met, N = Not Met (If not met, please document infractions on page 1 of this form)

2014-2015	
Salary	\$80,000
3 .5 additional days Compensation	
220 + 3.5 days	1,217.40
Before July 1st	
Heath Insurance	\$3,500
Dental	\$420
Days worked before school	50.5
Student Days	173
Staff Development days during year	5
June days	10
	238.5
Additional Days Unpaid	18.5
2015-2016	
Salary 3 % increase	\$82,400
Heath Insurance	\$4,833
Dental	\$420
Technology Wifi	\$50
Hotspot	
Days worked before school <i>July/Aug</i>	39
Student Days	170
Staff Development days during year	10
June days so far 1 today	1
	220
Compensation	
220 + _____ DAYS TO COMPLETE YEAR	
Before July 1st	
2016-2017	
Salary 3.5 % increase	85,284
Health	5,222.40
Dental	\$505.00
Technology Wifi hotspot	\$50

Cash Posting

Check #	Payee Key	Payee Name	T	Check Date	Check Amount	Date	Stant Date
1	Plaza Park Bank						
2094	BCA 000	BCA	M	05/31/2016	\$15.00	05/31/2016	
2095	BCA 000	BCA	M	05/31/2016	\$15.00	05/31/2016	
2096	BCA 000	BCA	M	05/31/2016	\$15.00	05/31/2016	
2097	BCA 000	BCA	M	05/31/2016	\$15.00	05/31/2016	
2098	BCA 000	BCA	M	05/31/2016	\$15.00	05/31/2016	
41183	ESI 000	ESI	R	05/03/2016	\$375.00	05/03/2016	
41184	HORACE M000	Horace Mann Life Insuranc	R	05/03/2016	\$185.84	05/03/2016	
41185	BARNEY, 000	Barney, LLC	R	05/04/2016	\$24,083.34	05/04/2016	
41186	G & K SE000	G & K Services	R	05/04/2016	\$106.54	05/04/2016	
41187	INNOVATI000	Innovative Office Solutio	R	05/04/2016	\$1.40	05/04/2016	
41188	JACKSSUE000	Jackson, Sue	R	05/04/2016	\$151.14	05/04/2016	
41189	BELTZ, K000	Beltz, Kes, Darling & Ass	R	05/10/2016	\$1,200.00	05/10/2016	
41190	CENTRAL 000	Central Locksmiths Inc.	R	05/10/2016	\$207.50	05/10/2016	
41191	CMERDC 000	cmERDC	R	05/10/2016	\$510.00	05/10/2016	
41192	FISH TOM000	Fish, Tom	R	05/10/2016	\$1,598.00	05/10/2016	
41193	SCHOLAST003	Scholastic Book Clubs Inc	R	05/10/2016	\$1,014.00	05/10/2016	
41194	STRATEGI000	Strategic Equipment and S	R	05/10/2016	\$151.45	05/10/2016	
41195	WATSOJIL000	Watson, Jill	R	05/10/2016	\$1,710.00	05/10/2016	
41196	ESI 000	ESI	R	05/17/2016	\$375.00	05/17/2016	
41197	HORACE M000	Horace Mann Life Insuranc	R	05/17/2016	\$185.84	05/17/2016	
41198	BELTZ, K000	Beltz, Kes, Darling & Ass	R	05/19/2016	\$4,710.00	05/19/2016	
41199	BRIAN IN000	Brian Ingvalson & Associa	R	05/19/2016	\$1,000.00	05/19/2016	
41200	CMERDC 000	cmERDC	R	05/19/2016	\$311.75	05/19/2016	
41201	G & K SE000	G & K Services	R	05/19/2016	\$106.54	05/19/2016	
41202	NCS PEAR000	NCS Pearson Inc	R	05/19/2016	\$1,284.50	05/19/2016	
41203	NELSON F000	Nelson Farms	R	05/19/2016	\$174.00	05/19/2016	
41204	NEW HORIZ000	New Horizon Foods	R	05/19/2016	\$12,351.82	05/19/2016	
41205	NOVATION000	Novation Education Opport	R	05/19/2016	\$4,282.56	05/19/2016	
41206	SPOT REH000	SPOT Rehabilitation, Inc.	R	05/19/2016	\$142.50	05/19/2016	
41207	CHARTER 000	Charter Communications	R	05/24/2016	\$383.99	05/24/2016	
41208	HEMKER P000	Hemker Park & Zoo	R	05/24/2016	\$210.00	05/24/2016	
41209	RAM MUTU000	Ram Mutual Insurance Comp	R	05/24/2016	\$594.91	05/24/2016	
41210	STRATEGI000	Strategic Equipment and S	R	05/24/2016	\$153.47	05/24/2016	
41211	WELLS FA000	Wells Fargo Financial Lea	R	05/24/2016	\$201.82	05/24/2016	
41212	ESI 000	ESI	R	05/31/2016	\$375.00	05/31/2016	
41213	HORACE M000	Horace Mann Life Insuranc	R	05/31/2016	\$185.84	05/31/2016	
201500344	HANOVER 000	Hanover Insurance Group	W	05/11/2016	\$735.54	05/11/2016	
201500345	DELTA DE000	DELTA DENTAL OF MN	W	05/11/2016	\$586.89	05/11/2016	
201500346	SECURITY000	Security Life Insurance C	W	05/11/2016	\$118.73	05/11/2016	
201500347	MN UNEMP000	MN Unemployment	W	05/11/2016	\$4,209.00	05/11/2016	
201500348	TEACHERS001	TeachersPayTeachers	W	05/11/2016	\$50.48	05/11/2016	
201500349	SCHOLAST001	Scholastic	W	05/11/2016	\$288.00	05/11/2016	
201500350	SAM'S CL000	SAM'S CLUB	W	05/11/2016	\$47.92	05/11/2016	
201500351	INTERNAL000	Internal Revenue Service	W	05/13/2016	\$8,536.78	05/13/2016	
201500352	MN DEPT 000	MN Dept of Revenue	W	05/13/2016	\$1,353.16	05/13/2016	
201500353	PUBLIC E000	Public Employees Retireme	W	05/13/2016	\$1,807.83	05/13/2016	
201500354	TEACHERS000	Teachers Retirement Assoc	W	05/13/2016	\$3,882.92	05/13/2016	
201500356	UNUM 000	Unum	W	05/23/2016	\$998.00	05/23/2016	
201500357	AFLAC 000	Aflac	W	05/23/2016	\$206.54	05/23/2016	
201500358	AMAZON.C000	Amazon.com	W	05/23/2016	\$9.87	05/23/2016	
201500359	CASH WIS000	Cash Wise	W	05/23/2016	\$3.19	05/23/2016	
201500360	CRAFTS D000	Crafts Direct	W	05/23/2016	\$15.92	05/23/2016	

Cash Posting

Check # Payee Key Payee Name T Check Date Check Amount Date Stmt Date

1 Plaza Park Bank

*****Continued*****

201500361	OFFICE D000	Office Depot	W	05/23/2016	\$149.99	05/23/2016
201500362	SPEEDEE 000	Speedee Delivery	W	05/23/2016	\$27.15	05/23/2016
201500363	TEACHERS001	TeachersPayTeachers	W	05/23/2016	\$10.00	05/23/2016
201500364	USPS 000	USPS	W	05/23/2016	\$47.00	05/23/2016
201500365	WALMART 000	Walmart	W	05/23/2016	\$50.08	05/23/2016
201500366	WALMART 000	Walmart	W	05/23/2016	\$69.10	05/23/2016
201500367	INTERNAL000	Internal Revenue Service	W	05/31/2016	\$9,056.96	05/31/2016
201500368	MN DEPT 000	MN Dept of Revenue	W	05/31/2016	\$1,292.77	05/31/2016
201500369	PUBLIC E000	Public Employees Retireme	W	05/31/2016	\$2,128.93	05/31/2016
201500370	TEACHERS000	Teachers Retirement Assoc	W	05/31/2016	\$3,976.66	05/31/2016

Number Of Checks: 62 \$98,058.16

2 Plaza Park Bank

20818	ALI MOH000	Ali, Mohamed A.	R	05/13/2016		05/15/2016
20819	WALLILIS000	Wallin, Lisa M.	R	05/13/2016		05/15/2016
20820	ABDI MAR000	Abdi, Maryan O.	R	05/31/2016		05/31/2016
20821	ADEN FAR000	Aden, Farah K.	R	05/31/2016		05/31/2016
20822	ALI MOH000	Ali, Mohamed A.	R	05/31/2016		05/31/2016
20823	MOHAMANA000	Mohamud, Anas A.	R	05/31/2016		05/31/2016
20824	STEINVAL000	Steiner, Valerie E.	R	05/31/2016		05/31/2016
20825	WALLILIS000	Wallin, Lisa M.	R	05/31/2016		05/31/2016

Number Of Checks: 8 \$3,200.33

Total Checks: 70 \$101,258.49

Totals:	Bank	Total \$
	1	\$98,058.16
	2	\$3,200.33

***** End of report *****

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
053016	ideas payment 5/30/16	2015-2016	05/27/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
1	1		FY15-16 gen ed		01 R 005 000 000 000 211	32	05/30/16	0.00	74,211.23

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
052616	food service payment	2015-2016	05/26/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT	
1	1		FY 15-16 free reduced lunch		02 R 005 770 000 701 472	49	05/26/16	0.00	8,326.10	
1	2		FY 15-16 HHFKA lunch		02 R 005 770 000 701 471	50	05/26/16	0.00	179.70	
1	3		FY 15-16 reg lunch		02 R 005 770 000 701 471	51	05/26/16	0.00	868.55	
1	4		FY 15-16 breakfast		02 R 005 770 000 705 476	52	05/26/16	0.00	5,042.66	
1	5		FY 15-16 st school lunch		02 R 005 770 000 701 300	53	05/26/16	0.00	374.37	
1	6		FY 15-16 st spe milk		02 R 005 770 000 703 300	54	05/26/16	0.00	98.00	
6 LINE ENTRIES FOR BATCH NUMBER 052616								TOTALS FOR BATCH	0.00	14,889.38
								BATCH TOTAL DIFFERENCE	0.00	-14,889.38

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
051516	ideas payment 5/15/16	2015-2016	05/13/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
1	1		FY15-16 gen ed		01 R 005 000 000 000 211	32	05/15/16	0.00	71,960.55

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
051216	servs payment	2015-2016	05/12/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT	
1	1		FY15-16 title I part A, Fin 401		01 R 005 000 000 401 400	57	05/12/16	0.00	8,579.09	
1	2		FY15-16 title III part A, Fin 417		01 R 005 000 000 417 400	59	05/12/16	0.00	2,036.43	
1	3		FY15-16 title II, fin 414		01 R 005 000 000 414 400	65	05/12/16	0.00	1,597.64	
3 LINE ENTRIES FOR BATCH NUMBER 051216								TOTALS FOR BATCH	0.00	12,213.16
								BATCH TOTAL DIFFERENCE	0.00	-12,213.16

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
050916	deposit 5/9/16	2015-2016	05/09/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT	
1	1		refund from aflag		01 L 215 13	60	05/09/16	0.00	27.51	
1	2		houghton mifflin refund- credit balance on acct from return (originally purchased 8/27/15)		01 R 005 000 000 000 099	61	05/09/16	0.00	286.10	
1	3		purchase game from school (wrong game was shipped so instead of returning it, the director is purchasing it for personal use)		01 E 010 219 003 859 430	62	05/09/16	0.00	23.95	
3 LINE ENTRIES FOR BATCH NUMBER 050916								TOTALS FOR BATCH	0.00	337.56
								BATCH TOTAL DIFFERENCE	0.00	-337.56

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
050916	CSP Payment 5/9/16	2015-2016	05/09/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
1	1		CSP payment		01 R 005 000 003 859 400	19	05/09/16	0.00	40,393.45

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
050516	servs payment	2015-2016	05/05/2016	Activate	History

BANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDT'L DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT	
1	1		FY15-16 title I part A, Fin 401		01 R 005 000 000 401 400	57	05/05/16	0.00	5,910.73	
1	2		FY15-16 title III part A, Fin 417		01 R 005 000 000 417 400	59	05/05/16	0.00	1,445.70	
1	4		FY15-16 sped, fin 419		01 R 005 000 000 419 400	65	05/05/16	0.00	61.29	
4 LINE ENTRIES FOR BATCH NUMBER 050516								TOTALS FOR BATCH	0.00	7,417.72
								BATCH TOTAL DIFFERENCE	0.00	-7,417.72
18 LINE ENTRIES FOR 7 BATCHES								GRAND TOTALS	0.00	221,423.05
								GRAND TOTAL DIFFERENCE	0.00	-221,423.05

***** End of report *****

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
051716CH	Insurance Rec Cleanup	2015-2016	05/17/2016	Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		April Herman dental Ray Nelson dental Britney Soldner dental	01 E 010 203 000 000 235	05/17/2016	0.00	124.04
2		April Herman dental Ray Nelson dental Britney Soldner dental	01 L 215 09	05/17/2016	124.04	0.00
3		April Herman health Andrew Lyman health Ray Nelson health Britney Soldner health	01 E 010 203 000 000 220	05/17/2016	0.00	1,203.63
4		April Herman health Andrew Lyman health Ray Nelson health Britney Soldner health	01 L 215 10	05/17/2016	1,203.63	0.00
5		April Herman vision Amanda Malone vision Britney Soldner vision	01 E 010 203 000 000 299	05/17/2016	0.00	52.86
6		April Herman vision Amanda Malone vision Britney Soldner vision	01 L 215 17	05/17/2016	52.86	0.00
7		Patricia Hanvy AFLAC	01 E 010 420 000 740 230	05/17/2016	0.00	9.17
8		Patricia Hanvy AFLAC	01 L 215 13	05/17/2016	9.17	0.00
TOTALS					1,389.70	1,389.70

***** End of report *****

SCMSA

Budget Projection Model

June 2, 2016

	<i>Actual</i>		<i>Projection</i>	
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	
<u>Enrollment Projections</u>				
Number Students Grade K	34.4	31	20	
Number Students Grade 1	29.0	33	30	
Number Students Grade 2	23.2	33	32	
Number Students Grade 3	29.2	18	32	
Number Students Grade 4	23.8	31	18	
Number Students Grade 5	0.0	15	28	
Total Number of Students	140	161	160	
Total Number of Current Year Pupil Units	140	161	160	

State Revenue Assumptions and Calculations

General Education Revenue

<u>State Averages Per Pupil Unit</u>	<u>5,831</u>	<u>5,948</u>	<u>6,067</u>
Inflation Rate Assumption-Basic only	<u>1.5%</u>		<u>2.0%</u>
Basic Excluding Transportation	5,559.28	5,670.46	5,783.87
Gifted and Talented	13.00	13.00	13.00
Sparsity	27.48	29.23	28.76
Operating Capital	225.25	225.73	226.15
Equity	115.09	116.45	116.46
Referendum	135.00	143.34	143.34
Transportation Sparsity	55.71	55.71	53.62
Transportation	271.72	277.54	282.70
Less transportation to ISD 742	(327.43)	(333.25)	(336.32)
Per Pupil Unit State Revenue	6,075.10	6,198.21	6,311.58
Pension Adjustment	7.40	-	-
Total Per Pupil Unit State Revenue	6,082.50	6,198.21	6,311.58
Total General Education State Revenue	848,812	997,912	1,009,853

SCMSA

Budget Projection Model

June 2, 2016

	<u>Actual</u>			<u>Projection</u>		
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
<u>Compensatory Revenue</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>			
Number of Students prior yr.	138	138	159			
Number of Free Lunch Students	135	135	158.00			
Number of Reduced Lunch Students prior yr.	1	1	-			
Adjusted Counts = 100% Free, 50% Reduced	136	136	158			
Concentration Portion	0.98	0.98	0.99			
Concentration Factor (lesser of 1 or Conc. Portion/ .8)	1.00	1.00	1.00			
PU = .6 * D * F	81	81	95			
Allowance	4,992	5,109	5,228			
Initial Revenue = Allowance * G	405,850	415,362	495,614			
Short Year Factor	1	1	1			
Calculated Compensatory State Revenue	405,850	415,362	495,614			
<u>LEP (Limited English Proficiency) State Aid</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>			
Prior Year LEP Eligible ADM	-	117.0	133			
Current Year LEP Eligible ADM	116.8	133.0	138			
ADM Served	139.6	161.0	160			
Adjusted LEP ADM	116.8	133.0	138			
LEP Marginal Cost Pupils	116.8	133.0	138			
LEP Revenue	81,732	93,100	96,320			
Concentration Portion	84%	83%	86%			
Concentration Factor	1	1	1			
LEP Pupil Units	116.8	133.0	137.6			
LEP Concentration Revenue	29,190	33,250	34,400			
Total LEP Aid	110,922	126,350	130,720			
<u>Building Lease Aid</u>						
Aid at \$1,314 per pupil unit	183,369	211,554	210,240			
Aid at 90% of Lease	229,500	244,800	244,800			
90% of lease payment-per pupil unit	1,645	1,520	1,530			
Lesser of \$1,314.p.u. or 90% of lease payment	183,369	211,554	210,240			
Estimated Proration of Lease Aid Revenue	100.0%	100.0%	98.0%			
Total Prorated Building Lease Aid Revenue	183,369	211,554	206,035			

SCMSA

Budget Projection Model

June 2, 2016

	<i>Actual</i>		<i>Projection</i>	
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	
<u>Long Term Facilities Maintenance Revenue</u>				
Allowance per Pupil Unit	\$ -	\$ -	\$ -	34
Total LT Facilities Maint Aid	\$ -	\$ -	\$ -	<u>5,440</u>
<u>Revenue Summary and Projections</u>				
<u>State Aids</u>				
General Education Revenue	\$ 848,812	\$ 997,912	\$ 1,009,853	
LEP Aid	110,922	126,350	130,720	
Compensatory Revenue	405,850	415,362	495,614	
Adjustment/Over/Under	(5,083)	15,000	-	
Subtotal, Gen Ed Aid	<u>1,360,501</u>	<u>1,554,624</u>	<u>1,636,187</u>	
Building Lease Aid	183,369	211,554	206,035	
Special Education Aid (94% of Exp)	130,084	175,874	209,607	
Literacy Incentive Aid	-	3,047	3,199	
LT Facilities Maintenance Aid	-	-	5,440	
Endowment Aid Allowance	-	4,623	4,530	
Total State Aids	<u>1,673,953</u>	<u>1,949,722</u>	<u>2,064,998</u>	
<u>Federal Revenue</u>				
Federal Special Ed	20,438	23,488	25,875	
Federal Title I (note - MDE's entitlement less in FY17)	44,796	69,852	62,867	
Federal Title II	10,709	11,145	10,031	
Federal Title III	10,446	14,531	13,078	
Federal CSP Grant, ends	209,171	151,014	89,986	
Total Federal Revenue	<u>295,560</u>	<u>270,030</u>	<u>201,836</u>	
<u>Other Revenue</u>				
Optional Fees from Students (Field Trip, Other)	78	500	500	
Contributions and Gfits, Grants	1,361	500	500	
Miscellaneous and Reimbursements	3,118	500	500	
Total Other Revenue	<u>4,557</u>	<u>1,500</u>	<u>1,500</u>	
Total Revenue	<u>\$ 1,974,070</u>	<u>\$ 2,221,252</u>	<u>\$ 2,268,335</u>	

SCMSA

Budget Projection Model

June 2, 2016

	<u>Actual</u>			<u>Projection</u>		
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Expenditure Calculations						
Percent of Benefits to Salaries	26%	28%	28%			
Salaries	651,319	741,656	848,191			
Benefits	166,339	187,523	238,741			
Contracted Services (see breakout)	89,874	82,000	111,200			
Communications Services (phone, internet, fax)	3,307	4,410	4,800			
Postage, portion with CSP	364	1,000	1,000			
Utilities, set in lease	17,000	21,300	21,300			
Property and Casualty Insurance	6,865	10,000	10,100			
Repairs and Maintenance	1,186	2,000	2,000			
Student Transportation, (transportation + sparsity allowances)	45,693	50,080	54,300			
Student Transportation paid to ISD 742	(45,693)	(50,080)	(54,300)			
Field Trip Transportation, \$25/ADM	1,065	3,761	4,000			
Travel and conferences	4,762	5,600	5,700			
Lease Expense, \$16 x 17,000 square footage	255,000	272,000	272,000			
Other Rentals and Operating Leases	274	-	-			
Field Trip Admissions, \$25/ADM	825	3,761	4,000			
* Office Supplies/General Supplies	13,999	6,000	27,500			
* Maintenance Supplies	1,465	3,000	8,500			
* Noninstructional Software	856	3,000	12,000			
* Textbooks and Workbooks	477	500	10,000			
* Student Resources (Instructional Supplies/classroom supplies)	1,127	6,000	18,000			
Standardized Tests	-	2,100	2,100			
Food	148	1,200	1,200			
* Media/Library Resources, portion in CSP	-	600	5,000			
* Furniture and Other Equipment, included with csp	8,435	2,500	5,000			
* Technology Equipment, included with csp	4,240	7,500	10,000			
Interest Expense on LOC	1,880	-	-			
Dues and memberships	17,224	27,000	31,500			
State Special Ed Expenditures						
Salaries, 68%	99,718	134,324	157,269			
Benefits, 0%	19,018	27,776	40,417			
Other, 0% - 42% - 57%	19,651	25,000	25,300			
Federal Special Ed, equals grant revenue	20,438	23,488	25,875			
Federal Title I	44,796	69,852	62,867			
Federal Title II	10,709	11,145	10,031			
Federal Title III	10,446	14,531	13,078			
Moving Costs, to new building @ end of FY17	-	-	50,000			

SCMSA

Budget Projection Model

June 2, 2016

	<u>Actual</u>			<u>Projection</u>		
	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>			
CSP Grant Expenditures (expires 9.30.16)						
Salaries and Benefits	6,803	9,000	3,194			
Contracted Services	4,405	13,598	8,900			
Supplies	52,274	68,871	27,892			
Capital Expenditures	139,436	59,545	50,000			
Dues and Memberships	6,253	-	-			
Total Expenditures	1,681,978	1,851,542	2,128,654			
Revenues in Excess of Expenditures	292,092	369,710	139,681			
Transfer out of General Fund to Food Service Fund	(37,449)	(4,490)	(4,600)			
Net Change in Fund Balance	254,643	365,220	135,081			
Beginning fund Balance	-	254,643	467,491			
Ending Fund Balance	\$ 254,643	\$ 619,863	\$ 602,572			
Fund Balance Percentage of Annual Expenditures	15.1%	33.5%	28.3%			
Fund 02, Food Service						
Revenues						
Breakfast Aid	26,267	45,000	45,600			
Lunch and Milk Aid	69,319	83,500	84,600			
Sale of Lunches	281	10	100			
Total Revenue	95,867	128,510	130,300			
Expenditures						
Salaries and Benefits	18,862	12,000	12,200			
Food	108,215	117,000	118,600			
Equipment, shipping and Installation	4,919	-	-			
Other	1,320	4,000	4,100			
Total Expenditures	133,316	133,000	134,900			
Expenditures in Excess of Revenue	(37,449)	(4,490)	(4,600)			
Operating Transfer from General Fund	37,449	4,490	4,600			
Ending Fund Balance, Food Service Fund	-	-	-			

Budget Notes

- ~ The model uses current state law for revenue formulas and most up-to-date resources
- ~ Projected Expenditures are based on formula of increase over prior year based on inflation and student increase
- ~ Federal aids/revenues = expenditures
- ~ Blue font is a formula number
- * Portion paid with CSP grant which expires in 9.30.16

SCMSA
Contracted Services

Object 305 Contracted Services	2015-2016	2016-2017	Comments
		5%	
Authorizer Fees, estimate	\$ -	\$ -	contracted serv or due and membership
Background checks	\$ 500	\$ 525	
Board Training	\$ 1,000	\$ 1,050	required training
Banking Fees	\$ 500	\$ 525	
Teacher and student Recruitment	\$ 1,000	\$ 1,050	Ads, WJON, Edpost, etc
Copying and Printing	\$ 500	\$ -	Monthly fees for printing/copying and
Audit	\$ 2,000	\$ 9,000	ABDO
Accounting Support	\$ 47,000	\$ 58,800	Estimate - Finance Mgr, AP, Payroll, Grants
Legal	\$ 5,000	\$ 5,250	
Bryan Ingvalson	\$ 12,000	\$ 12,000	Title and CSP Grants, Startup Consults
Grant Writing	\$ -	\$ 5,000	Fox Advantage
Technology Support	\$ 4,000	\$ 5,000	\$1,000/month, Greg Kremer plus startup costs
Nursing	\$ 2,500	\$ 4,500	Est, portion to sped
Custodial, moved to salaries	\$ 1,000	\$ 1,000	services and overhead
Other "To Be Determined" Fees	\$ 5,000	\$ 7,500	misc, unexpected fees
Total Contracted Services	\$ 82,000	\$ 111,200	To budget model/Contracted Services
Dues and Memberships			
Authorizer Fees	\$ 23,000	\$ 24,150	NEO
Student Accounting Software	3,500	\$ 3,675	JMC
Other	3,500	\$ 3,675	
	\$ 30,000	\$ 31,500	
Communication Costs			
Phone and Internet	\$ 4,410	\$ 4,800	Charter, \$400/mo

SCMSA
FY17 Payroll

Employee	Position	Increase	Budgeted 2015-2016	Change	Budgeted 2016-2017	FICA	PERA	TBA	Medical	Dental	ST/VD & Life	WC	SUI	Total Benefits	Total Sal & Ben
		3%				7.65%	7.50%	8.25%					1.6%		
Administrative															
Tammy Bengtson	Director	3.5%	82,400	2,884	85,284	6,524	7,036	-	-	44.00	612	-	-	14,172	99,456
Tammy Bengtson	Pyntm In lieu of Benefits	3.0%	5,253	158	5,411	414	446	-	-	-	-	-	-	860	6,271
Tammy Bengtson	CSP	-75.0%	(4,120)	3,090	(1,030)	(79)	(85)	-	-	-	-	-	-	(164)	(1,194)
Fleischacker, Erin	Office	3.0%	34,500	1,035	35,535	2,718	2,665	-	3,955	484	-	-	-	9,823	45,358
Qorane, Atzad I	Assistant Director	3.5%	27,200	952	28,152	2,154	2,111	-	-	-	-	-	-	4,265	32,417
		5.6%	145,233	8,119	153,352	11,731	4,777	7,397	7,506	968	612	-	-	32,991	186,343
Teaching Staff															
Bruss, Brenden	Art Teacher	40.1%	24,995	10,025	35,020	2,679	2,889	-	-	-	-	-	-	5,568	40,588
Carver-Lorentz, Catherine	5th	60.0%	24,090	(2,448)	21,642	1,656	1,785	-	-	-	-	-	-	3,441	25,083
Hylla, Margaux	Instruct'l leader stipend	-100.0%	33,248	(33,248)	-	-	-	-	-	-	-	-	-	-	-
Hylla, Margaux	3rd	-100.0%	5,946	(5,946)	-	-	-	-	-	-	-	-	-	-	-
New	5th grade		-	36,000	36,000	2,754	2,970	3,750	528	528	528	-	-	10,002	46,002
New	4th grade		-	36,000	36,000	2,754	2,970	3,750	528	528	528	-	-	10,002	46,002
Jackson, Sue	2nd	3.5%	39,140	1,370	40,510	3,099	3,342	6,450	528	444	-	-	-	13,863	54,373
Jackson, Sue	Instruct'l leader stipend	0.0%	7,000	-	7,000	536	578	-	-	-	-	-	-	1,113	8,113
Jacobson, Katherine	4/5th	3.0%	34,000	1,020	35,020	2,679	2,889	3,320	528	396	-	-	-	9,812	44,832
Malone, Amanda	1, done 10.14.15		7,168	(7,168)	-	-	-	-	-	-	-	-	-	-	-
Olson, Mary Lou	K	3.0%	34,000	1,020	35,020	2,679	2,889	3,320	528	396	-	-	-	9,812	44,832
Roberg, Megan	1st	3.5%	36,050	1,262	37,312	2,854	3,078	3,600	528	408	-	-	-	10,469	47,780
Roberg, Megan	Instruct'l leader stipend	0.0%	7,000	-	7,000	536	578	-	-	-	-	-	-	1,113	8,113
Sultanova, Liya	ELL	3.5%	35,020	1,226	36,246	2,773	2,990	3,729	528	408	-	-	-	5,991	42,237
Trnka, Lisa	K	3.5%	36,050	1,262	37,312	2,854	3,078	4,975	528	408	-	-	-	11,844	49,155
Trnka, Lisa	Instruct'l leader stipend		-	7,000	7,000	536	578	-	-	-	-	-	-	1,113	8,113
Vito, Christopher	Phy-Ed Teacher	3.0%	38,000	1,140	39,140	2,994	3,229	4,400	528	432	-	-	-	11,583	50,723
Wandersee, Jillian	3rd	3.0%	34,000	1,020	35,020	2,679	2,889	3,320	-	396	-	-	-	9,284	44,304
Welcome, Amanda	4th	-100.0%	33,000	(33,000)	-	-	-	-	-	-	-	-	-	-	-
Yiran, Janette	ELL	3.5%	34,000	1,190	35,190	2,692	2,903	3,320	528	396	-	-	-	5,847	41,037
Zipp, Krista	2	3.5%	35,020	1,226	36,246	2,773	2,990	3,320	528	396	-	-	-	10,007	46,253
Extra duty hours		3.0%	10,000	300	10,300	788	850	12,000	2,500	-	-	-	-	16,138	26,438
		9.4%	482,732	45,225	527,957	40,389	43,556	55,955	7,780	3,756	-	-	-	151,436	679,393

Other Gen Ed Staff															
Stice, Vaughn	Clerical para /Food 54%	3.0%	21,600	648	22,248	1,702	1,669	-	-	-	-	-	-	3,371	25,619
Stice, Vaughn	Clerical para /Food 30%	3.0%	(6,480)	(494)	(6,674)	(511)	(501)	-	-	-	-	-	-	(1,011)	(7,686)
Stice, Vaughn	CSP	-100.0%	(4,320)	4,320	-	-	-	-	-	-	-	-	-	-	-
Possible	Behavior Interventionist		2,005	(2,005)	-	-	-	-	-	-	-	-	-	-	-
Hamimo Wagad	Cultural Navigator, done 1.1.16		168	(168)	-	-	-	-	-	-	-	-	-	-	-
Alli Abdullahi	Bus Para (4 weeks only)		16,800	504	17,304	1,324	1,298	-	-	-	-	-	-	2,622	19,926
Osman, Abdulahi	Custodian	3.0%	10,000	300	10,300	788	773	288	-	-	-	-	-	1,560	11,860
Ali, Mohamed	Gen Ed Para	3.0%	3,734	112	3,846	294	288	-	-	-	-	-	-	583	4,429
Hance, LeeAnn	Kindergarten Para	3.0%	3,500	105	3,605	276	270	-	-	-	-	-	-	546	4,151
Jackson, Maggie	PT para,	3.0%	-	17,500	17,500	1,339	1,313	-	-	-	-	-	-	2,651	20,151
New	Para, ELL		-	15,000	15,000	1,148	1,125	-	-	-	-	-	-	2,273	17,273
New	Art Para		-	624	21,424	1,639	1,607	-	-	-	-	-	-	3,246	24,670
Ali, Sahra	Custodian	3.0%	20,800	624	21,424	1,639	1,607	-	-	-	-	-	-	3,246	24,670

Employee	Position	Increase	Budgeted 2015-2016	Change	Budgeted 2016-2017	FICA	PERA	TRA	Medical	Dental	STND & Life	WC	1.6% SUJ	Total Benefits	Total Sal & Ben
Ali, Mohamed	Para, 4th grade	3.0%	8,000	240	8,240	630	618	-	-	-	-	-	-	1,248	9,488
Hanvy, Patricia	Assessment Coordinator	-100.0%	(650)	650	-	-	-	-	-	-	-	-	-	-	-
Waldvogel, Jill	Assessment Coordinator	3.0%	11,000	330	11,330	842	-	825	1,058	123	-	-	-	2,847	14,177
Schearer, Rebecca	Para	3.0%	7,534	226	7,760	594	582	-	-	-	-	-	-	1,176	8,936
Subs/ Contingency/PTO	Sub/PTO	75.0%	20,000	15,000	35,000	2,678	2,625	-	-	-	-	-	-	5,303	40,303
Unemployment Ins, WC		46.8%	113,691	53,192	166,883	12,741	11,666	825	8,558	1,323	1,200	6,000	12,000	27,900	279,000
	Total Other Gen Ed Staff		741,656	106,595	848,191	64,861	16,443	51,779	72,019	10,071	5,568	6,000	12,000	238,741	1,086,932
		14.4%													
Special Ed Staff - State															
Downer, Katie	Sped Para, start in Nov, 1:1 para done 1.29.16	-100.0%	11,700	(11,700)	-	-	-	-	-	-	-	-	-	-	-
Farhiya Mohamed	Sped Para 11.16.15, done	-100.0%	4,954	(4,954)	-	-	-	-	-	-	-	-	-	-	-
Hanvy, Patricia	Para	-100.0%	650	(650)	-	-	-	-	-	-	-	-	-	-	-
New															
Jokela, Luke	Sped Para, start 1.29.16	117.4%	7,820	9,180	18,000	1,377	1,350	-	-	-	468	-	-	2,727	20,727
Knutson, Kathryn	Speech Pathologist	3.0%	2,700	81	2,781	213	209	-	-	-	-	-	-	421	3,202
Kowalke, Joy	Sped Para, PT, 1:1 para	3.0%	13,500	405	13,905	1,064	1,043	-	-	-	-	-	-	2,107	16,012
Patton, Noelle	Sped Para, PT, 1:1 para	3.0%	21,000	650	21,630	1,655	1,622	-	-	-	-	-	-	3,277	24,907
Waldvogel, Jill	.25 teacher, .25 coord	3.5%	44,000	1,540	45,540	3,484	-	3,757	4,230	528	468	-	-	12,467	58,007
Waldvogel, Jill	.5 Title I Coordinator	-79.3%	(11,000)	(8,723)	(2,277)	(174)	-	(188)	(212)	(26)	-	-	-	(600)	(2,877)
Waldvogel, Jill	Assessment Coordinator	3.0%	(11,000)	(330)	(11,330)	(842)	-	(825)	(1,058)	(123)	-	-	-	(2,847)	(14,177)
Warsame, Fardosa	Sped, 11.5.15	6.3%	16,000	1,000	17,000	1,301	1,275	-	-	-	-	-	-	2,576	19,576
White, Allison	EBD Sped	3.0%	34,000	1,020	35,020	2,679	-	2,889	5,000	750	396	2,000	3,500	5,964	40,984
Unemployment & WC Ins		16%												11,750	11,750
			134,324	22,945	157,269	12,056	6,774	5,633	7,961	1,129	1,364	2,000	3,500	40,417	197,686
		17.1%													
Title I, II, III															
Jamie M Lamecker	Title Para	3.0%	21,750	653	22,403	1,714	1,680	-	-	-	-	-	-	3,394	25,796
Patricia Hanvy	Title Para	-100.0%	2,151	(2,151)	-	-	-	-	-	-	-	-	-	-	-
Hannah Schwindt	Title Para	3.0%	14,175	425	14,600	1,117	1,095	-	-	-	-	-	-	2,212	16,812
Jerusha Morris	Title Para	3.0%	14,175	425	14,600	1,117	1,095	-	-	-	-	-	-	2,212	16,812
Sigat, Abdinoor Alo	Title Para, start 12.15.15	-100.0%	7,500	(7,500)	-	-	-	-	-	-	-	-	-	-	-
Schwindt, Hannah	Title Para	3.0%	14,175	425	14,600	1,117	1,095	-	-	-	-	-	-	2,212	16,812
Waldvogel, Jill	.5 Title I Coordinator	-79.3%	11,000	(8,723)	2,277	174	-	188	212	26	-	-	-	600	2,877
Hance, LeeAnn	Title III Para	3.0%	10,760	323	11,083	848	831	-	-	-	-	-	-	1,679	12,762
		-16.8%	95,686	(16,123)	79,563	6,087	5,796	188	212	26	-	-	-	12,309	91,872
Food Service															
Stice, Vaughn	Clerical para /Food 30%	3.0%	6,480	194	6,674	511	501	-	-	-	-	-	-	1,011	7,686
Hance, LeeAnn		-100.0%	945	(945)	-	-	-	-	-	-	-	-	-	-	-
Other, Misc People		-100.0%	250	(250)	-	-	-	-	-	-	-	-	-	-	-
		-13.0%	7,675	(1,001)	6,674	511	501	-	-	-	-	-	-	1,011	7,686
		11.5%	979,341	112,356	1,091,697	83,515	29,514	57,600	80,191	11,226	6,932	8,000	15,500	292,478	1,384,175
GRAND TOTAL															